

**DEPARTMENT OF HOUSING
JOB OPPORTUNITY
DURATIONAL PROJECT MANAGER
0000000**

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: The Public
Location: 505 Hudson Street, Hartford
Job Posting No: 000000
Hours: 40 hours per week
Salary: \$92,041 - \$118,069
Closing Date: June 19, 2013

NOTE: This is a two year Durational position and will be assigned to the Sandy Disaster Relief Program in the Department of Housing and report directly to the Department of Housing Commissioner.

Duties: Installment of a program to remedy physical damage caused by Hurricane Sandy; directs the staff and operations of a complex federal disaster relief program; plans and manages disaster recovery program across an array of formats and functions; interprets and administer pertinent state and federal laws; manages the assessment and delivery of individual, business and community development assistance to clients of multiple types (individuals, companies/LLC's, governmental entities, state agencies); manages contracts with clients for funding and services from the agency or division including management of fund balances; develops, coordinate and administers federal aid programs, and coordinate those policies to ensure seamless interaction with state, regional, local and private aid programs in support of federal program requirements; develops housing, economic and community development policies and procedures associated with Hurricane Sandy Disaster Recovery Program; prepares comprehensive statistical financial, budgetary and other reports containing evaluations and recommendations; represent Commissioner of Housing at functions as necessary; development, implementation and evaluation of goals and objectives consistent with agency mission and policy in accordance with HUD Docket No. FR-5696-N-01 for the purpose of assisting recovery in the most impacted and distressed areas declared a major disaster due to Hurricane Sandy; performs related duties as required.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, and an Application for Employment to:

**DEPARTMENT OF HOUSING
Human Resources Office
505 Hudson Street
Hartford, CT 06106**

Application Instructions: Interested and qualified candidates who meet the above requirements should submit (**please do not email or fax your application package**) a cover letter, a resume, and a Form CT-HR-12 (application for employment) found on the DAS website **no later than close of business June 19, 2013** to:

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.